

NEW MEXICO JUNIOR COLLEGE
BOARD MEETING

Wednesday, December 18, 2024
Zia Board Room - Pannell Library
1:30 pm

AGENDA

- | | |
|---|---------------|
| A. Welcome | Pat Chappelle |
| B. Adoption of Agenda | Pat Chappelle |
| C. Approval of Minutes of November 21, 2024 | Pat Chappelle |
| D. President's Report | Derek Moore |
| E. Information Items | |
| 1. Monthly Expenditure Report | Josh Morgan |
| 2. Monthly Revenue Report | Josh Morgan |
| 3. Oil and Gas Revenue Report | Josh Morgan |
| 4. Schedule of Investments | Josh Morgan |
| F. New Business | |
| 1. Consideration of Retirement Resolution | Derek Moore |
| G. Public Comments | |
| H. Determination of Next Meeting | Pat Chappelle |
| I. Adjournment | Pat Chappelle |

**NEW MEXICO JUNIOR COLLEGE
BOARD MEETING
NOVEMBER 21, 2024
MINUTES**

The New Mexico Junior College Board met on Thursday, November 21, 2024, beginning at 1:30 p.m. in the Pannell Library, Zia Board Room. Mr. Travis Glenn, Secretary; Ms. Evelyn Rising; Mr. Hector Baeza; Mr. Guy Kesner; and Mr. Manny Gomez were present. Ms. Patricia Chappelle, Chair and Mrs. Erica Jones were absent.

Mr. Glenn called the meeting to order.

Upon a motion by Mr. Gomez, seconded by Mr. Baeza, the Board unanimously adopted the agenda.

Upon a motion by Mr. Kesner, seconded by Mr. Gomez, the Board unanimously approved the minutes of October 17, 2024 as presented.

Under President's Report On behalf of Dr. Rachel Gallagher, who was unable to attend the meeting, Dr. Moore presented NMJC's Annual Report created by the Vice President of Advancement's office. Dr. Moore noted NMJC's last annual report was in 2018. He stated the importance of annual reports for colleges/universities is the key information provided about the institution's financial health, performance and other key indicators. He stated approximately 1,000 copies of the annual report will be mailed throughout Lea County as well as Santa Fe. The report will be shared with all stakeholders, board members, students, faculty, staff, alumni, legislators, community leaders, and the industry in the broader community. In addition, an email with a link to the digital report will also be sent out.

Dr. Moore announced NMJC will host the Governor's office for a "Cabinet in Your Community" event on Thursday, December 19, 2024. He noted the townhall type meeting will be held in the Watson Hall theater beginning at 5:30 pm and a resource expo with various resources for community access will be held in the Ben Alexander Building - Cafeteria beginning at 4pm through 7pm. Dr. Moore expressed appreciation to all who are involved in making this event a success.

Dr. Moore shared copy of an AI Policy Roadmap provided by the Higher Education Research & Development Institute. He noted NMJC has developed an AI Ad Hoc Committee, chaired by Mr. Bill Kunko, consisting of faculty and staff and the addition of a student. Dr. Moore stated as NMJC begins to create policies, he recommended an AI statement from the NMJC Board to show support to faculty, staff, and students' responsible usage of AI.

Dr. Moore shared a copy of the ACCT Trustee Quarterly for Spring 2024 and noted Board members will be receiving the ACCT Trustee with valuable information on a quarterly basis. He

noted members will be able to see the issues, dynamics, and solutions colleagues are working through.

Dr. Moore provided an enrollment update for Spring 2025. He reported last year's enrollment at current time was 682 with total enrollment at 1,964. This year at current time, enrollment is at 1,035, a current increase of 30%. Dr. Moore thanked all departments involved for encouraging students to get enrolled.

Dr. Moore provided a HED/NMICC update. He reported he will be in attendance of an LFC Meeting on December 11, 2024 in Santa Fe, NM. Priorities will be the funding formula, dual credit, technology enhancement, and expanded cyber security. In addition, with new legislators statewide, information of what community colleges are doing in Higher Education will be shared with new legislators.

Under Information Items Mr. Kesner provided a detailed report of the recent Board Finance Committee Meeting held on Monday, November 18, 2024. Mr. Kesner reported IT overview and a future plan was discussed. Detailed discussion included server development and the additional future costs. He noted this development will continue as NMJC moves forward with its Strategic Plan. Additional discussions included the status of the Lea Regional Hospital acquisition, which is currently pending a response from Covenant Hospital, the college's unrestricted capital balances for the previous 5 years and the projected balances for the current and upcoming fiscal year, the development of enrollment dashboard, and the review of current financial reports.

Mr. Josh Morgan presented the Expenditure Report, Revenue Report, Oil & Gas Revenue Report and the Schedule of Investments Report for October 2024.

Under New Business Mr. Dennis Holmberg presented a consideration for reappointment of New Horizon Foundation (NHF) Board Members. He reported the NHF Board met on November 13, 2024 and voted unanimously to recommend consideration of reappointing Guy Kesner, Tres Hicks, and Gregg Fulfer for another three-year term, which would expire on November 1, 2027. Upon a motion by Mr. Baeza, seconded by Mr. Gomez, the Board unanimously approved this request. Mr. Kesner abstained.

Mr. Glenn called for comments from the public. There being none, the next Regular Board Meeting was scheduled for Wednesday, December 18, 2024 at 1:30 pm in the Zia Board Room.

Upon a motion by Mr. Kesner, seconded by Mr. Gomez and by unanimous consent, the meeting adjourned at 2:13 pm.

Pat Chappelle, Chair

Travis Glenn, Secretary

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

To: New Mexico Junior College Board Members
From: Josh Morgan
Date: December 11, 2024
RE: November 2024 Financial Reports

Expenditure Report:

November is the fifth month of the 2024/2025 fiscal year. The Expenditure Report represents expenditure totals that include funds expended and encumbered. The total year-to-date funds expended and/or encumbered through the month of November is \$71,820,692.

The total current unrestricted fund expenditures through November are \$19,457,808, which is 41% of the projected budget. Most of these expenses are the normal monthly payroll and benefit expenditures. Payroll expenditures reflect the 3% comp raise. Internal Services (Computer Services, Motor Pool, & Document Center) have monthly credits posted to these departments and will be back within budget by the end of the fiscal year. Expenses in Institutional Support are up from this time last year due to reclassifying were the expenses for the CORE operational expenses and faculty/staff memberships is paid from. It had been paid from Instruction but was reclassified to Institutional Support for FY 25. Expenses in Operations and Maintenance are up from this time last year and that is due to the increase in property insurance. Auxiliary expenses are tracking as expected with expenditures for the fall semester and preparing for the start of the spring semester. Athletics expenses are tracking as expected for this time of year.

Restricted fund expenditures through November are \$3,075,402. The expenditures in the grant area is tracking along as expected. The Business Office is monitoring the expenditures in the grants and request the drawdown from the state and federal agencies. In restricted student aid, financial aid payouts have been made for the summer and fall semesters.

Total plant fund expenditures through November are \$49,287,482. Projects with major expenditures and encumbrances include the Watson Hall Renovation, the Vestibule and Safety Project, the Industrial Training Center, Site Project – Phase 1, Rodeo Improvements, Heidel Hall Renovation, and Tech Upgrade. Year-to-date building renewal and replacement expenditures and encumbrances are \$391,734 and equipment renewal and replacement expenditures and encumbrances are \$388,066.

Revenue Report:

Total current unrestricted revenue received in November was \$8,775,681. This mostly consists of tuition and fees for the fall and spring semester, the state appropriation, and the monthly oil and gas production and property tax. Total year-to-date current unrestricted revenue is \$26,715,068.

Total current restricted revenue received in November for grants and student aid was \$116,227. Total year-to-date current restricted revenue is \$2,498,973.

Total plant fund revenue recorded in November is \$1,102,705. This consist of the LGIP and CDARs interest. Total year-to-date plant fund revenue is \$8,186,077

Total revenue for the month of November is \$9,994,613. Total year-to-date revenue is \$37,400,118.

Oil and Gas Revenue Report:

The Oil & Gas Report reflects the second month of revenue for FY 25. In November, the College received \$6,606,221 in oil & gas revenue for the month of August 2024. The months of September through November reflect the monthly accrual of \$983,333 each month. Total Oil and Gas Production and Equipment tax revenue through November including the three months of accrual is \$16,381,982. In comparison to this same time last year, Oil & Gas Production revenue is up \$1,403,537 and Oil & Gas Equipment revenue is down \$103,498.

Investment Report:

The College began the month of November with \$232 million invested with the LGIP. There was \$15 million deposited during the month resulting in an ending balance of \$247 million with the LGIP. The College earned \$915,538 in interest at a net yield of 4.655 during the month of November.

The College has \$50 million invested in CDARs through Lea County State Bank. Interest earnings during the month of November on all CDAR accounts was \$187,167.

At the end of November, there was \$283,155,451 in allocated capital projects.

This concludes the financial report for November 2024.

NEW MEXICO JUNIOR COLLEGE

Expenditure Report

November 2024

41% of Year Completed

Fund	2023-24			2024-25			
	Final Budget	Year-to-Date Expended or Encumbered	Percentage of Budget Expended	Budget	Current Expended or Encumbered	Expended or Encumbered	Percentage of Budget Expended
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Instruction	14,993,034	4,595,981	31%	14,611,285	814,999	5,291,128	36%
Academic Support	3,335,477	1,346,716	40%	3,340,083	247,400	1,550,387	46%
Student Services	4,281,043	1,331,843	31%	4,334,218	241,370	1,653,142	38%
Institutional Support	7,955,316	3,009,570	38%	8,221,493	414,665	3,530,748	43%
Operation & Maintenance of Plant	6,728,166	2,478,816	37%	6,246,117	411,780	2,553,267	41%
Subtotal - Instruction & General	37,293,036	12,762,926	34%	36,753,196	2,130,214	14,578,672	40%
Public Service	47,658	-	0%	-	-	-	0%
Internal Service Departments	363,850	97,788	27%	219,431	(61,824)	299,487	136%
Student Aid	1,081,492	669,783	62%	1,050,880	65,867	623,674	59%
Auxiliary Enterprises	3,795,534	1,627,928	43%	3,324,544	110,646	1,713,254	52%
Athletics	5,720,900	2,209,627	39%	5,787,225	253,770	2,242,721	39%
Total Current Unrestricted Fund	48,302,470	17,368,052	36%	47,135,276	2,498,673	19,457,808	41%
CURRENT RESTRICTED FUND							
Grants	979,971	396,129	40%	1,072,087	64,583	403,249	38%
Student Aid	4,456,834	2,290,642	51%	4,456,834	50,375	2,672,153	60%
Total Current Restricted Fund	5,436,805	2,686,771	49%	5,528,921	114,958	3,075,402	56%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from Institutional Funds	122,828,858	27,095,683	22%	292,355,824	1,049,258	47,686,307	16%
Projects from State GOB Funds	5,331,214	5,253,858	99%	28,956	-	1,034	4%
Projects from State STB Funds	2,150,000	1,156,482	54%	888,536	-	659,321	74%
Projects from General Fund	2,125,000	-	0%	2,545,000	-	-	0%
Projects from Other State Funds	807,153	206,223	0%	959,095	3,680	161,020	17%
Projects from Private Funds	102,697	190	0%	-	-	-	0%
Projects from State ER&R	1,238,666	135,997	11%	1,198,438	32,749	388,066	32%
Projects from State BR&R	794,875	529,543	67%	820,799	-	391,734	48%
Subtotal - Capital and BR&R	135,378,463	34,377,976	25%	298,796,648	1,085,687	49,287,482	16%
Debt Service							
Revenue Bonds	-	-	0%	-	-	-	0%
Total Plant Funds	135,378,463	34,377,976	25%	298,796,648	1,085,687	49,287,482	16%
GRAND TOTAL EXPENDITURES	189,117,738	54,432,799	29%	351,460,845	3,699,318	71,820,692	20%

NEW MEXICO JUNIOR COLLEGE

Revenue Report

November 2024

41% of Year Completed

2023-24

2024-25

Fund	Final Budget	Year-to-date Revenue	Percentage of Budget Received	Budget	Current Revenue	Year-to-date Revenue	Percentage of Budget Received
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Tuition and Fees	4,054,596	3,417,432	84%	3,738,960	679,736	3,475,575	93%
State Appropriations	8,394,299	4,263,698	51%	9,468,549	723,951	4,124,837	44%
Advalorem Taxes - Oil and Gas	90,481,162	15,081,943	17%	16,550,000	6,684,002	16,381,982	99%
Advalorem Taxes - Property	15,000,000	296	0%	12,900,000	537,103	537,103	4%
Other Revenues	268,078	106,384	40%	163,500	3,887	71,515	44%
Subtotal - Instruction & General	118,198,135	22,869,753	19%	42,821,009	8,628,679	24,591,012	57%
Internal Service Departments	58,963	58,841	100%	29,910	38	1,398	5%
Auxiliary Enterprises	2,762,798	1,582,024	57%	2,860,000	98,098	1,877,545	66%
Athletics	686,400	413,410	60%	607,230	48,866	245,113	40%
Total Current Unrestricted	121,706,296	24,924,028	20%	46,318,149	8,775,681	26,715,068	58%
CURRENT RESTRICTED FUND							
Grants	979,971	391,206	40%	1,019,704	91,905	398,116	39%
Student Aid	4,456,834	2,166,990	49%	4,456,834	24,322	2,100,857	47%
Total Current Restricted	5,436,805	2,558,196	47%	5,476,538	116,227	2,498,973	46%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	5,331,214	3,279,138	62%	42,971	-	3,000	0%
Projects from State STB Funds	2,150,000	99,689	5%	888,536	-	490,342	55%
Projects from General Fund	2,125,000	-	0%	2,125,000	-	-	0%
Projects from Private Funds	-	124,386	0%	1,750,000	-	1,750,000	100%
Interest Income (LGIP & CDARs)	10,609,323	4,663,491	44%	2,606,827	1,102,705	5,942,735	228%
Total Plant Funds	20,215,537	8,166,704	40%	7,413,334	1,102,705	8,186,077	110%
GRAND TOTAL REVENUES	147,358,638	35,648,928	24%	59,208,021	9,994,613	37,400,118	63%

NEW MEXICO JUNIOR COLLEGE

Oil and Gas Revenue Report

November 2024

41% of Year Completed

		OIL		GAS		COMBINED		
Month of	Sales Distribution	Price per BBL	Lea County BBLs sold	Price per MCF	Lea County MCF sold	Monthly Revenue	2024-25 Original Budget	Variance Over (Under) Budget
Actual	July	\$78.25	34,804,208	\$1.92	133,543,061	6,747,128	983,333	5,763,795
Actual	August	\$73.67	37,985,206	\$1.65	137,518,480	6,606,221	983,333	5,622,888
Actual	September					983,333	983,333	0
Actual	October					983,333	983,333	0
Actual	November					983,333	983,333	0
Actual	December						983,333	(983,333)
Actual	January						983,333	(983,333)
Accrual	February						983,333	(983,333)
Accrual	March						983,333	(983,333)
Accrual	April						983,333	(983,333)
Accrual	May						983,333	(983,333)
Accrual	June						983,333	(983,333)
Y.T.D. Production Tax Revenue						16,303,348	11,799,996	4,503,352
Y.T.D. Equipment Tax Revenue						78,634	2,750,000	(2,671,366)
Total Year-to-Date Oil & Gas and Equipment Tax Revenue						16,381,982	14,549,996	1,831,986

NEW MEXICO JUNIOR COLLEGE

Schedule of Investments

November 2024

41% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico				
Local Government Investment Pool	232,000,000	7102-1348	4.655%	915,538
Plus deposits	15,000,000			
Less withdrawals	-			
Total LGIP investments	247,000,000			915,538
Lea County State Bank CDAR				
1 Yr. 07/25/24 - 07/24/25	12,000,000	1029404123	4.860%	47,505
1 Yr. 08/01/24 - 07/31/25	12,000,000	1029441398	4.710%	46,011
1 Yr. 08/08/24 - 08/07/25	12,000,000	1029475802	4.690%	45,777
1 Yr. 08/15/24 - 08/14/25	11,000,000	1029514182	4.180%	37,412
2 Yr. 07/25/24 - 07/23/26	1,000,000	1029404077	4.270%	3,482
2 Yr. 08/01/24 - 07/30/26	1,000,000	1029441436	4.260%	3,471
2 Yr. 08/08/24 - 08/06/26	1,000,000	1029475756	4.310%	3,509
Total Lea County State Bank CDAR	50,000,000			187,167

Capital Project	11/30/2024
Vehicles	282,014.01
Campus Facilities Master Plan	50.29
Chrome River	14,081.00
WHM North Gallery Renovation	500,000.00
Campus Vestibules	1,187,729.31
Voc B Airhandler	500,000.00
Softball Field	8,500,000.00
National Track Meet	96,535.12
National Golf Championship	4,314.51
Technology Upgrade	452,517.91
Professional Development	50,270.80
Ben Alexander Renovation	3,000,000.00
Baseball Field	1,863,530.69
Rodeo Arena	215,938.98
Fire Alarm Upgrade	149,600.78
Landscaping	151,619.71
Smart Classrooms	139,981.74
Campus Signage	17,645.22
Campus Paving	370,142.68
Std Ctr & Bob Moran Roof Replacement	1,500,000.00
NMJC Site Improvements - Phase 1	14,494,615.43
Dorm/Apartment Refurbish	847,468.63
Concrete Upgrade	140,991.69
Campus Construction	908,848.29
Workforce Development	85,607.86
Higher Learning Commission	129,656.29
Campus Security	44,222.73
Copier Replacement	78,627.55
Non-Recurring Compensation	1,482,513.20
Athletics Post Season	250,000.00
Athletics	70,893.71
Student Life Programming	20,000.00
Succession Plan	586,528.05
WHM Exhibits	104,677.19
Track Upgrades	157,397.78
Driving Range Upgrades	150,000.00
Cafeteria Upgrade	259,012.29
Rodeo Arena Expansion	12,529,949.09
Turf Replacement	300,000.00
Watson Hall Renovation	642,248.48
Facilities Management System	11,996.37
Caster Upgrades	402,378.90
Industrial Training Center	5,773,000.74
Heidel Hall Renovation	28,386,007.59
Infrastructure Upgrades	4,226,545.48
Campus Housing Unit	25,142,686.15
Cafeteria Construction	19,655,640.21
Mansur Hall Remodel	8,562,185.11
Mary Hagelstein Remodel	9,016,750.25
Campus Wide Access Control	2,377,685.03
Dorm/Apartment Furniture Replacement	469,153.33
Roof Replacement	4,150,000.00
CORE	1,500,000.00
Tbird Health Center Caster Annex Remodel	179,130.36
NMJC/Lea County Quality of Life (ENMT)	5,177,389.20
Central Plant Expansion	4,462,579.98
Master Drainage Plan	4,441,900.87
Student Hub	9,607,790.00
NMJC/Lea County Culinary Arts	2,500,000.00
NMJC Indoor Athletic Facility	50,000,000.00
WHM Recladding	1,964,634.43
Nursing Storage	300,000.00
Bob Moran & Pannell Library Air Handler	1,150,000.00
Perimeter Security Fencing	156,263.34
Rodeo Feed/Livestock	177,073.15
Rodeo Improvements	1,351,327.10
Rodeo Equine Improvements	2,328,702.89
Campus-Wide Wireless Access Points	242,577.91
NMJC Site Improvements - Phase 2	24,000,000.00
Athletics District Entrance Roadway	1,500,000.00
Rodeo Parking (Lot C)	3,000,000.00
Sports Complex Parking - South (Lot B)	1,000,000.00
Sports Complex Parking - West (Lot A)	3,500,000.00
Plazas & Pedestrian Promenade	2,160,000.00
Covenant Hospital	2,000,000.00
Workforce Training Contingency	2,821.33
Total	283,155,450.73

RESOLUTION

JOSE B. FLORES

- WHEREAS,** **Jose B. Flores**, being one of the Staff Members of New Mexico Junior College, has faithfully served the College for thirty-three years; and
- WHEREAS,** **Jose B. Flores** has served as Programmer Analyst from 1991-2011; and
- WHEREAS,** **Jose B. Flores** has served as Programmer Analyst/Webmaster from 2012-2024; and
- WHEREAS,** **Jose B. Flores** has served on various committees at New Mexico Junior College and in the community; and
- WHEREAS,** **Jose B. Flores** has been devoted, enthusiastic and loyal staff member at New Mexico Junior College; and
- WHEREAS,** **Jose B. Flores** has always reflected a favorable image for New Mexico Junior College; and
- WHEREAS,** **Jose B. Flores** has elected to retire the 1st of January 2025.

NOW, THEREFORE BE IT RESOLVED that New Mexico Junior College desires to give special recognition and appreciation to **Jose B. Flores** for his service and dedication to New Mexico Junior College.

APPROVED THIS 18th DAY OF DECEMBER 2024.


New Mexico Junior College Board Chair




New Mexico Junior College Board Secretary